



ADVISORY BOARD OF DIRECTORS  
SUNRISE RECREATION & PARK DISTRICT  
7801 AUBURN BLVD  
CITRUS HEIGHTS, CA 95610

## Action Summary

This meeting summary is intended to update the public regarding the actions of the board of directors at their March 21, 2019 regular meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the March 21, 2019 meeting minutes will be approved by the board of directors on April 18, 2019. If you have any questions please contact us at (916) 725-1585.

**THURSDAY**                      **MARCH 21, 2019**                      **REGULAR MEETING 7:00 PM**

Board of Directors: Shannon Brown, Rita Lingwood, Tony Makarczyk, Michelle Rivas, Mark Shahan

### SECTION 1

### REGULAR SESSION

1. CALL REGULAR MEETING TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA

**Board Action: Shahan, Makarczk**

**Ayes: Brown, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Lingwood**

6. COMMUNICATIONS RECEIVED AND FILED  
Email regarding Park Maintenance Employees  
Letter regarding Eugene Ahner Park
7. PRESENTATION

### SECTION 2

### PUBLIC COMMENT

Members of the audience may address the Board on any item of interest to the public and within the Board's purview, or on any Agenda Item before or during the Board's consideration of the item. If you wish to address the Board during a meeting, please fill out a Speaker Identification Sheet and give it to the Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally, speakers are limited to three (3) minutes each with 30 minutes being allowed for all comments. Any public beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Chairperson has the discretion to lengthen or shorten the allotted times.

### **SECTION 3 CONSENT MATTERS**

The consent matters are acted upon as one unit.

1. Approval of minutes from the Advisory Board of Directors meeting for February 21, 2019. [Board Minutes](#)
2. Approval of 2018-19 February Financial Report.
3. Approval of billing and refund report for February.
4. Approval of Operation Report for February 2019. [Operations Report](#)
5. Authorize staff to delete the 1997 F-250 ¾ Ton Cab and Chassis Utility bed from District Inventory. [Staff Report](#)

**Board Action: Makarczyk, Shahan**

**Ayes: Brown, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Lingwood**

### **SECTION 4 ADMINISTRATION BUSINESS**

6. By motion, approve the Audit for Fiscal Year ending June 30, 2018 and forward to the County of Sacramento for filing.

[Staff Report](#)

[2017-18 Audit](#)

[Audit Letter](#)

**Board Action: Shahan, Makarczyk**

**Ayes: Brown, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Lingwood**

7. By motion, approve the conversion of the remaining two (2) Tennis Courts to Pickleball Courts at Rusch Park contained in the District's Fiscal Year 2019-20 Capital Improvement Projects (CIP).

[Staff Report](#)

[Exhibit 1](#)

[Exhibit 2](#)

[Exhibit 3](#)

[Exhibit 4](#)

**Board Action: Brown, Makarczyk**

**Ayes: Brown, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Lingwood**

8. By motion, approve the District's Capital Improvement Projects (CIP) for FY 2019-20 as outlined in Exhibit A. Also by motion, authorize the District Administrator to initiate Request for Proposals (RFP's) as required or necessary following District Policy and the Uniform Public Construction Cost Accounting Act (UPCCAA) to begin Capital Improvement Projects outlined in Exhibit A.

**Amended Motion:** By motion, approve the District's Capital Improvement Projects (CIP) for FY 2019-20 as outlined in Exhibit A with the addition of \$40,000 for renovation to the Pokelma Park Tennis Courts. Also by motion, authorize the District Administrator to initiate Request for Proposals (RFP's) as required or necessary following District Policy and the Uniform Public construction Cost Accounting Act (UPCCAA) to begin Capital Improvement Projects outlined in Exhibit A.

[Staff Report](#)

[2019-20 CIP](#)

**Board Action: Shahan, Makarczyk**

**Ayes: Brown, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Lingwood**

9. By motion, approve the Sunrise Recreation and Park District Fiscal year 2019-20 Recommended Budgets for 338A, 338B, and 338F and forward to the Board of Supervisors for final adoption.

[Staff Report](#)

[Budget 338A](#)

[Budget 338B](#)

**Board Action: Brown, Shahan**

**Ayes: Brown, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Lingwood**

[Budget 338F](#)

[2019-20 CIP](#)

[2019-20 Salary Policy](#)

## **SECTION 5**

## **ITEMS FROM THE ADVISORY BOARD**

Subcommittees were reviewed.

## **SECTION 6**

## **ADJOURNMENT**

The Agenda for this meeting of the Advisory Board of Directors for the Sunrise Recreation and Park District was posted in the following listed sites before the close of business at 5:00 pm on the Friday preceding the meeting.

1. Sunrise Recreation and Park District, 7801 Auburn Blvd, Citrus Heights, CA
2. Foothill Community Center, 5510 Diablo Drive, Sacramento, CA
3. Crosswoods Community Center, 6742 Auburn Blvd., Sacramento, CA
4. City of Citrus Heights, 6237 Fountain Square Drive, Citrus Heights, CA
5. District Website ([www.sunriseparks.com](http://www.sunriseparks.com))
6. North Highlands-Antelope Library